



ANNOUNCEMENT FOR OPEN TESTING EXAMINER II (LABORATORY FIELD SERVICES)

Continuous Testing

SW75-7946 5HAAD



California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

WHO SHOULD APPLY: Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement may take this examination, which is competitive.

HOW TO APPLY: To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available through the Internet at http://www.spb.ca.gov/employment/employment_app2.htm and at the department noted on this announcement. Applications may be filed in person or by mail with:

DEPARTMENT OF HEALTH SERVICES (510) 412-5841
Laboratory Science
MS 7100
850 Marina Bay Parkway
Richmond, CA 94804

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

CROSS FILING INFORMATION: If you meet the entrance requirements for this classification and for Examiner I, Laboratory Field Services, you may file for both examinations on a single application. You must indicate the class title(s) for each examination you are applying on the application Form STD. 678.

FINAL FILING DATE: There is no final filing date. Testing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.

TESTING PERIOD: A candidate may be tested only once during any testing period. The testing period for this classification is January 1 through December 31.

SPECIAL TESTING INFORMATION: If you have a disability that requires accommodation, mark the appropriate box on the application Form STD. 678. You will be contacted to make specific arrangements.

WRITTEN TEST: Written test dates will be set as needed, and will be administered in the Bay Area and Los Angeles. Applicants will be notified, by mail, of specific date, time, and location of the written test.

INTERVIEW DATE: It is anticipated that interviews will be conducted two weeks following the written test, and will be scheduled in the Bay Area and Los Angeles. If a candidate's notice of interview fails to reach him/her before the scheduled interview date due to a verified postal error, he/she will be rescheduled upon written request.

SALARY RANGES: \$4414 - \$5320 per month.

IDENTIFICATION REQUIREMENT: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

POSITION DESCRIPTION: This is the staff specialist level of the Examiner series. Under general direction, the incumbent develops and administers a complex area of Laboratory Field Services, such as evaluation of licensing personnel, biologics licensing, and evaluation and approval of clinical laboratory training facilities; provides guidance in his/her area of specialization to Examiners I, Laboratory Field Services; and performs other related duties.

Positions exist with the Department of Health Services in the Bay Area and Los Angeles.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION: It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications/resumes **must** include "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all work experience. College course information **must** include title, number of semester or quarter units, name of institution, completion dates, and degree (if applicable).

Applications/resumes received without this information will be rejected.

MINIMUM QUALIFICATIONS: Qualifying experience may be combined on a proportionate basis if the following requirements include more than one pattern and are distinguished as Either I, or II, or III, etc.

Possession of a valid license as a clinical laboratory bio-analyst or scientist, or certification as a public health microbiologist issued by the California State Department of Health Services. (Applicants who do not possess the required license or certification will be admitted to the examination, but they must secure a license or certificate before they will be considered for appointment.) **And**

Either I

Two years of experience performing the duties of an Examiner I, Laboratory Field Services, in California state service.

Or II

Possession of a master's degree in clinical laboratory science clinical chemistry, medical microbiology, or public health. **and**

Five years of increasingly responsible experience in a clinical or public health laboratory, three years of which must have involved one or a combination of the following:

1. Field consultation experience in the clinical or public health laboratory field; **or**
2. Supervisory experience involving supervision of professional laboratory personnel or as a laboratory director; **or**
3. Performance as a staff specialist in one or more of the technical areas of clinical or public health laboratory science. (Post-baccalaureate graduate work in clinical chemistry, medical microbiology, clinical laboratory technology or public health may be substituted on a year-for-year basis for not more than two years of the required general experience.)

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

EXAMINATION INFORMATION: The examination will consist of a written test weighted 30% and a Qualification Appraisal Panel (QAP) interview that is weighted 70%. The written test will include job knowledge items, and only those candidates that receive a score of 70% or above in the written test will be allowed to participate in the interview process. Candidates who do not appear for the written test will be disqualified and eliminated from the examination process.

The QAP interview will include a number of predetermined job-related questions. Candidates who do not appear for the interview will be disqualified and eliminated from the examination process.

The Department of Health Services reserves the right to revise the examination plan to better meet the needs of the service if circumstances under which this examination was planned, change. Such a revision will be in accordance with civil service law and rules and all competitors will be notified.

SCOPE: In addition to evaluating the candidate's relative abilities as demonstrated by quality and breadth of experience, emphasis will be placed on measuring, relative to job demands, each competitor's:

Knowledge of:

1. Technical areas of clinical or public health Laboratory sciences, such as clinical chemistry, toxicology, bacteriology, immunology, mycology, hematology, parasitology, cytology, or virology, including principles, techniques, equipment and terminology used in the laboratory investigation of diseases.
2. The causes and methods of transmission and control of communicable diseases.
3. Current developments in clinical and public health laboratory sciences.
4. State and Federal laws and regulations relating to clinical and public health laboratories, biologics production, and proficiency testing services.
5. Use of available scientific information technology and available scientific resource materials.
6. Specific application of laws and regulations relating to clinical and public health laboratories, including principles and procedures involved in the investigation of violations and current developments in legislative action affecting clinical and public health laboratories and personnel.
7. General principles of effective leadership.
8. Principles and practices of organization and management as applied to a laboratory program or activity.

Ability to:

1. Perform clinical laboratory tests, microbiological analysis, or other specialized technical procedures.
2. Conduct surveys and investigations of clinical and public health laboratories, blood banks, and other specialized facilities with accuracy, thoroughness, and tact.
3. Interpret and apply laws and regulations to specific cases.
4. Communicate and consult with laboratory personnel and administrators.
5. Collect and organize data for hearings.
6. Organize specialized activities or programs.
7. Prepare complex reports, guidelines, and proposed regulations.

ELIGIBLE LIST INFORMATION: Possession of the entrance requirements does not assure a place on the eligible list. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in both the written test and oral interview process. A departmental open list will be established for use by the department(s) listed on this announcement. The list will expire 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first.

VETERANS PREFERENCE: Veterans' preference credits will not be granted in this examination since it does not qualify as an entrance examination.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Relay (Telephone) Service for the deaf or hearing impaired:

MCI from TDD: 1-800-735-2929 MCI from voice telephone: 1-800-735-2922

Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379